

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency Calaveras-Mariposa Community Action Agency

Address P.O. Box 99

City Mariposa, CA 95338

Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person Janet Gass

Title Contract Administrator

Phone (209) 966-3609

Fax (209) 966-3519

E-mail Address jgass@mariposacounty.org

Section II - Certification


1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

☒ Agency acknowledges requirements of the Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.


Lyle Turpin, Board Chair

MAY 11, 2009
Date


James Rydingsword, Executive Director

5/11/09
Date

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Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 71859607

Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number 1X4D9

Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

The Calaveras-Mariposa CAA will post the plan on both Mariposa and Calaveras County's websites. The CMCAA Administrative office will have the plan accessible at their main location and citizens will be given the option and encouragement to comment. Posting of the plan will be advertised through email blasts and through an announcement in the local newspaper.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

The Calaveras-Mariposa CAA will coordinate with the Human Services Departments and Mother Lode Job Training in both counties for training and job development to prepare Welfare-to-Work families for permanent employment. Currently, Mariposa County has approximately 140 families in the Welfare to Work Program and Calaveras County has approximately XXX families in the program. Although the staff working in these programs has good success with the majority of the families, some families require intensive case management and ancillary services (mental health, alcohol and drug, etc.) to be successful in accessing and retaining employment. These families often negatively impact the Counties' Work Participation Rates. In an effort to assist these families in finding and retaining permanent and meaningful employment opportunities, we are proposing utilization of the current CSBG Recovery Act funds to hire two .75 FTE Community Resource Specialists (CRS) (one in Mariposa County and one in Calaveras County) to provide assessment and intensive case management services to families who experience the greatest barriers to accessing employment. In addition to helping families to assess and strengthen this

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

CMCAA will receive referrals from the Welfare-to-Work programs and will coordinate assessment, training and work experience services with Mother Lode Job Training to assist families transitioning off of public assistance and achieving self-sufficiency through permanent employment. As described above, the CRS's hired for this project will engage in a number of innovative strategies to assist individuals, families and employers to create and maintain meaningful employment opportunities.

Calaveras and Mariposa are rural communities in the region referred to as the Mother Lode of Gold Country in the Sierra Foothills. Employment trends can change drastically due to natural disasters, seasonal employment and dependency on tourism. Current unemployment rates in Mariposa and Calaveras

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C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

In the short-term, CMCAA Community Resource Specialists and other staff will continue to assess individuals in need of basic assistance and provide emergency assistance with housing, food, and energy. In the longer-term, CMCAA will work with Welfare-to-Work recipients to help them to attain the services and skills necessary to access and retain meaningful employment and self-sufficiency. In addition, CMCAA will provide outreach to local employers, chamber of commerce and economic development agencies to help businesses prepare for working with new hires that may have had some barriers (single parents needing reliable and affordable daycare, drug/alcohol issues, generational dependency on public assistance) to work with the employee and our agency to have a resource for T/A should problems arise and have the resources for the businesses to assist these persons in their efforts in becoming self-sufficient.

D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.

Coordination of services will be provided through a collaboration of CMCAA, Human Service Departments, Welfare-to-Work programs and Mother Lode Job Training. Through a comprehensive assessment of family strengths and needs, families will help to develop their own unique, individual case plans which will outline their goals and activities for helping them to achieve their goals. This intensive level of case management will not only help to ensure that families have access to resources and services, but to assist families in overcoming many of the identified barriers in their lives so that they can be successful at accessing these resources. Some of these barriers may include need for safe and stable child care, mental health or alcohol and drug issues, domestic violence, lack of natural supports, lack of knowledge or skills to maintain employment, etc. To that end, some the services which may be provided or developed for each family based on needs, include: child care, parenting classes, mental health treatment, alcohol and drug treatment, transportation, family-to-family support, employment and job training, etc. Community Resource Specialists will assist not only in the development and implementation of these plan

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

CMCAA will work in collaboration with the Mariposa and Calaveras County Human Service Departments, Mother Lode Job Training, Welfare-to-Work Programs, and a variety of other services providers (mental health, alcohol and drug, domestic violence, food banks, Salvation Army, etc.) to ensure that there is no duplication of efforts. Additionally, in determining the best use of Recovery Funds, gaps in services were assessed in order to avoid supplanting current services or resources. The Community Resource Specialists hired by CMCAA will have a unique job description, which will enable them to increase the capacity of each of the collaborative partners to serve individuals and families who otherwise may not have their needs fully met by the existing program structures. Ongoing case conferences/team meetings will occur to ensure that duplication of services is avoided and that wherever possible individuals and families are able to access their resources through existing services.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

Existing CSBG funding is subcontracted out to direct service providers to successfully provide emergency/safety net services. Recovery Act funds will be utilized to hire staff in both Mariposa and Calaveras Counties to not only provide assistance with housing, energy and weatherization programs for those families needing to access CMCAA services, but to work intensively with those families in most need. To achieve this the Recovery Act funds will support their time to utilize a collaborative, comprehensive and "wrap around" approach to ensuring families have the best possible outcomes to maintaining and achieving self-sufficiency through employment. Additionally, one major barrier we

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

There exists many forums for ongoing community needs assessments through various agencies in the community such as: First 5 of Mariposa County, the Local Child Care Planning Council, the Domestic Violence Coordinating Council, the Child Abuse Prevention Council, the Mental Health Services Act Community Stakeholder's Process, and most recently the collaboration of Fresno State University's Social Work Education, Research and Training's (SWERT) Program with the Human Services Department in the undertaking of a community wide assessment to determine the effectiveness of human service provision in Mariposa County. In sum, these assessments have come up with consistent findings over the past several years. First and foremost, there exist several risk factors and barriers in Mariposa County: 1) Geographic and social isolation due to the rural nature of the community; 2) Lack of transportation; 3) Limited employment opportunities; 4) Poverty; 5) Substance Abuse; and 6) Family Violence. Services that do exist often cluster around Mariposa, the County Seat, despite more recent efforts of the agencies to provi

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

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Help. Maybe we can discuss this with Debbie and Gwen? And Jim? JANET - I WONDER IF WHAT THEY ARE GETTING AT HERE IS BASICALLY COORDINATION WITH SOCIAL SERVICES AND OTHER CMCAA PROGRAM TO ENSURE THAT FAMILIES RECEIVE THE MAX. BENEFIT THEY ARE ENTITLED TO. I AM NOT SURE WHAT THEY MEAN BY SUBGRANTEE???

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J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

The CRS's in each county will work with the collaborative agencies, service providers and employers in an effort to: a) set up a screening and referral process for the Welfare to Work families they will serve; b) market to and engage employers in the planning process to develop work experience slots; c) provide education and outreach to service providers regarding the assistance programs through CMCAA. As other education and outreach needs become apparent, new strategies will be developed.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The CMCAA administrative office is co-located with Mariposa's LIHEAP and DOE energy services. This office also administers the PG&E/Salvation Army's REACH program. The CMCAA office is the centralized referral source for emergency services including energy, food, shelter and employment and training. Calaveras county subcontracts their energy services to the Amador/Tuolumne CAA. Both CMCAA and ATCAA communicate to ensure the low-income residents of both counties receive the assistance needed to help them towards self-sufficiency.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

Mariposa County had been subcontracting weatherization services out to a neighboring provider through December 31, 2008. Mariposa has chosen to bring the program back in house and has begun training and hiring staff. Through the Welfare-to-Work program in Mariposa County we have trained two individuals in both basic weatherization and combustible appliance safety training. We have hired a supervisor who will be training over the next few months. It is our goal to increase our staff through both the Welfare-to-Work program and our local employment and training agency, Mother Lode Job Training (MLJT). MLJT has One Stop centers in each of the four counties served by CMCAA and ATCAA.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	1.5 FTE CMCAA Community Resources Specialists		
Cost			
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 2	<input type="checkbox"/> Retained #	
Description	2 x .75 FTE Community Resource Specialists will be hired (one in Mariposa County and one in Calaveras County) to complete the objectives described within this Plan.		

A.2) Project/Activity #2

Title	Intensive Case Management Services to WtW participants to achieve Employment		
Cost			
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 15	<input type="checkbox"/> Retained #	
Description	CRS's will work with 5 WtW participants in Mariposa County and 10 WtW participants in Calaveras County to assist them in developing and achieving their goals necessary to attain ongoing and meaningful employment and self-sufficiency.		

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A.3) Project/Activity #3

Title	Employer Marketing, Education and Support to Create Work Experience Placements
Cost	
Est. # of Jobs	<input checked="" type="checkbox"/> Created #15 <input type="checkbox"/> Retained #
Description	CRS's will work with employers to develop work experience placements that can be sustained over time through employer education and support.

A.4) Project/Activity #4

Title	Basic CMCAA Services Provision and Referrals
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	CRS's will work with individuals accessing CMCAA services to assess basic needs, enroll in programs that client may be eligible for and refer to other needed services.

A.5) Project/Activity #5

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	Job Readiness Assessments
Subcontractor	Mother Lode Job Training
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	MLJT will be subcontracted with to provide job readiness assessments for WtW families. JANET, WILL THIS BE PAID FOR WITH RECOVERY FUNDS OR THROUGH WTW PROGRAM?

B.2) Subcontractor Project/Activity #2

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

B.3) Subcontractor Project/Activity #3

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #

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Description

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B.4) Subcontractor Project/Activity #4

Title

Subcontractor

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

B.5) Subcontractor Project/Activity #5

Title

Subcontractor

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

N/A

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

NPI	Project or Activity	Description
1.1 Employment	A2- Intensive Case Mgt to WtW participants	CRS's will work with 5 WtW participants in Mariposa County and 10 WtW participants in Calaveras County to assist them in developing and achieving their goals necessary to attain ongoing and meaningful employment and self-sufficiency.
1.2 Employment Supports	A2- Intensive Case Mgt to WtW participants	CRS's will work with 5 WtW participants in Mariposa County and 10 WtW participants in Calaveras County to assist them in developing and achieving their goals necessary to attain ongoing and meaningful employment and self-sufficiency.
4.1 Expanding Opportunities through community-wide partnerships	A3 - employer marketing /assistance	Expanding employment options for WtW participants through outreach, education and support to employers
6.1 Independent Living	A4- Basic CMCAA assistance	CRS's will work with individuals accessing CMCAA services to assess basic needs, enroll in programs that client may be eligible for and refer to other needed services.
6.2 Emergency Assistance	A4- Basic CMCAA assistance	CRS's will work with individuals accessing CMCAA services to assess basic needs, enroll in programs that client may be eligible for and refer to other needed services.

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the Infrastructure Investment with funds made available under the Recovery Act. (Capital improvements are not allowable costs per P.L. 105-285 Sec. 678F)

N/A

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

By strengthening the agency with additional staff, a greater number of persons can be served in all safety net services. With traditional CSBG we have partnerships with direct service providers in both counties. Additional staff could assist the Contract Administrator with meeting timelines and the overall productivity of the agency. In addition, the administrative costs support not only staffing, but the indirect costs (office, communications, utilities, etc.) necessary to maintain new staff.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

None

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently active provide the status.

None

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

As with any new project, especially those that are grant funded and short-term, finding staff who are willing to commit to a year long employment can be difficult. In addition, due to CMCAA being a part of a County entity, it takes time to create job descriptions and get them approved by County HR, advertise, hire and bring a staff person on. In addition, because we are doing this two Counties it will take more time. Once staff are hired, it will take time to train them as they will require advanced knowledge of community resources and programs. Then finding resources to support and sustain these positions past the Recovery Act 15-month period will take administrative time and resources. Another barrier is that because this is a new project (intensive case management and working with employers), it will require a new set of protocols, screening tools, tracking forms, etc. This will require administrative time to develop, as well as ongoing review to ensure adequate evaluation of this project. Despite these barriers, we feel this project is a great asset to our agency and will result in overall community and agency capacity to better serve low-income individuals to maintain self-sufficiency.